Staff Development Activities

Low Cost Activities

- ✓ Lunch talks: brown bag lunch with a staff member talking about a conference attended or an article read
- ✓ Library Newsletter
- ✓ Find a mentor / Be a mentor
- ✓ Commit to write an article or present a program and do the research yourself
- ✓ Read a book/listen to instructional tapes/ watch a video
- ✓ Subscribe to library discussion lists
- ✓ On-the job training
- ✓ Take a field trip to another facility
- ✓ Share programming costs with another library
- ✓ Job rotation in-house/with another library
- ✓ Conference presentations posted on the Internet
- ✓ Web-conferences (Live) – may or may not require fees

Activities With Costs

- ✓ Take a class or continuing education workshop
- ✓ Workshops and conferences sponsored by library professional organizations
- ✓ Workshops and conferences sponsored by related disciplines
- ✓ Technology seminars
- ✓ Training sponsored by city and county governments
- ✓ Hire an expert
- ✓ Develop training from scratch
- ✓ Online classes

Funding Sources

- ✓ Line item in budget
- ✓ Parent organization – university, library system, municipality, etc…
- ✓ Friends of the Library
- ✓ Library Staff Association Groups
- ✓ State Library and National Library Development Grants

Hint: track all training costs over a period of time to aid in budgeting. Document benefits and improved performance
1- 3% of budget is norm for spending on staff development